

First Unitarian Church of Oakland



Annual Congregational Meeting
Sunday, March 29, 2015

AGENDA

8:00 a.m.	Check-in and Breakfast - hosted by the Board of Trustees	Wendte Hall
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9:00 a.m.	Gathering Prayer and Chalice Lighting - Rev. Ed Brock	
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9:05 a.m.	Welcome - Chris Sutherland, President, Board of Trustees <ul style="list-style-type: none">• Reading of Congregational Covenant - Congregation• Quorum Count – Alex Haider-Winnett, Secretary of Annual Meeting• Installation of Moderator Rinda Bartley – Chris Sutherland, President, Board of Trustees• MOTION TO ELECT MODERATOR• Review Agenda, Rules of Order, and Voter Eligibility – Rinda Bartley, Moderator	
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9:15 a.m.	Congregational Business – Rinda Bartley <ul style="list-style-type: none">• Explanation of Ballot and voting -- Chris Sutherland• Election of Trustees (private balloting)• Election of Nominating Committee members (private balloting)	
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9:40 a.m. - 11:10 a.m.	See updated agenda (separate handout)	
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11:10 a.m.	Announcement of Voting Results – Chris Sutherland	
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11:15 a.m.	Benediction and Closing Words – Rev. Jacqueline Duhart	
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11:20 a.m.	Adjourn Annual Meeting	
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OUR COVENANT

We, the people of the First Unitarian Church of Oakland, covenant to build a religious community sustained by relationships of understanding, mutual trust and respect.

Guided by our mission and collective inspiration, we will encourage all our members to participate fully in congregational life and to grow and learn together in faith and love.

Knowing that what one of us does affects the community, we covenant to act with loving kindness in all our endeavors by speaking directly and positively with one another.

We recognize that this calls for honesty in communications, valuing of diversity and inclusive process. We covenant to engage in ethical communications, to take our concerns to those responsible and to refrain from gossip.

Recognizing that conflicts have the power to strengthen or diminish our relationships, when they arise we will handle our disagreements with courtesy, fairness and forgiveness.

We promise to listen to one another, assume good intentions and identify common goals. In support of our shared ministry we covenant to honor our commitments, keep our decision making processes transparent and give generously of our spiritual gifts and material resources. This we covenant together.

OUR MISSION

We, the members of the First Unitarian Church of Oakland, unite to build a beloved community within and beyond our walls. Guided by individual conscience and wisdom from many sources, we gather in worship and service to nourish the spirit, work for justice and celebrate the divine in all.

OUR ENDS

The First Unitarian Church of Oakland embodies beloved community as an intentionally multigenerational, multiracial, multicultural, anti-oppressive Unitarian Universalist religious community. We work for spiritual and social transformation within, among, and beyond ourselves in support of our vision, mission, and ends.

Transformation Within

Church members and friends discover and articulate personal spiritual growth. We lead lives of integrity and meaning that reflect our spiritual identity and values.

Transformation Among

People of all ages who are part of our church community experience caring relationships which connect us to an ever wider circle of life. We use our collective gifts and learning to nurture and expand beloved community. We overcome barriers that divide the human family.

Transformation Beyond

Our neighborhood, the city of Oakland, and the world community are more just and compassionate because of our prophetic role and ministries. We generously share our human and financial resources beyond the walls of our church.

ANNUAL MEETING RULES OF ORDER

1. In accordance with the by-laws, only members of the congregation may vote. A simple majority of members present (based on the initial quorum count) will be sufficient to act on behalf of the entire membership
2. Except where noted, voting shall be by raising hands. Votes are “up or down,” with allowance for minor, friendly amendments at the discretion of the Moderator. If there is a need for discussion which cannot be completed within the time allocated on the agenda, the matter will be referred back to the Board of Trustees with the charge of arranging for an opportunity for congregational discussion and vote, if needed, within the next 60 days.
3. Nominations and other voted-upon issues, whether private ballot, show of hands or other means, must be passed by a majority (50% +1 of eligible voters present at meeting).

*Only votes **FOR** are factored into deciding a majority vote. Votes against and abstention votes lead to the same result: a negative vote. For instance if there are 110 eligible voters, a majority is characterized when there are 56 votes in favor ($110/2 = 55$ plus 1 = 56). But this is not the case if there are 54 votes in favor, 20 against and 36 abstentions, even though there are far more "yes" votes than "no" votes.*

Not marking the ballot or not raising your hand will be counted as an abstention and may affect the decision/outcome of a vote.

4. Discussion must be limited, in order to complete the agenda in the time allotted:
 - a. Any person may speak only once to an issue.
 - b. Comments must be brief and to the point.
 - c. The Moderator may limit comment.
5. Any modification of the rules is at the discretion of the Moderator.
6. All speakers at the annual meeting must use one of the microphones to speak. Before speaking, speakers must be recognized by the Moderator.
7. Robert's Rules of Order apply, except that the above rules will prevail in the event of conflict.

NOMINATING COMMITTEE REPORT & TRUSTEE BIOS

By Bev Smrha

Two years ago, the congregation voted to change the status of the Nominating Committee (NomCom). It had been an advisory group to the Board of Trustees; this vote changed the NomCom to be an independent committee accountable directly to the congregation.

The NomCom has been attempting to open up the system of nominations; all congregants have been encouraged to turn to those they know to be potentially fine Board members and encourage them to step up and apply . . . or to step up and apply themselves. This process worked fairly well the first year, but less so for this year. As of the day we submit this report we are still seeking more candidates but have only identified one so far.

First Unitarian Church of Oakland has a very extensive and active program; our leadership, social and social justice related activities are broad and there are so many different ways to serve our community by accepting a responsibility (or two). These range from internal supportive groups like the Welcome Team and the Transition Team to outreach and justice work like the Sizzle Team. This results in a healthy percentage of our congregation choosing to serve in other ways. This also appears to limit the number of folks who could be good Trustees who are available to serve a 3 year term on the Board. Most of our members live very "packed" lives and have limited hours to serve our church.

During the past two years, the Board of Trustees, has been warmly welcoming all congregants to observe the monthly Board meetings. The Board has created a monthly report, easily available to us, keeping us informed as to the work that they are doing. They have provided forums for us to speak to the timely issues of the day, where Board members do pay attention to what we say. In sum, the Board is attempting to bridge the gulf between the elected church governance and the congregation as a whole that unfortunately developed during the previous decade or so.

It is our hope these efforts will continue, and that the congregation's appreciation of the vital role that the Board (and the Executive Team it appoints) plays will grow. From this increasing awareness and responding shifts in focus and priorities we hope more dedicated church members will emerge as Board candidates next year and after that.

2015 Nominating Committee: Jill Miller, Dennis Rowcliffe, Claudine Tong, Bev Smrha

LISA W. ROSENE

Lisa has served our church since 1991 in many capacities: religious education, music committee for 6 years and served as its first Chair, property committee, Disability Awareness Task force, Board of Trustees. Lisa and Chuck were married in the church; she currently sings in the choir and with Joyful Noise.

As Chief of Regional Center Services at Golden Gate Regional Center, Lisa is responsible for 120 social workers serving 8,500 clients. She is responsible for all aspects of personnel management. As a social worker, she is well versed in conflict resolution and mediation.

Lisa has been a social worker in the field of Developmental Disabilities for 38 years. These disabilities cross all racial and socio-economic lines, and people with developmental disabilities are frequently marginalized and discounted as valuable members of society.

Lisa Rosene is comfortable with public speaking, and being in positions of leadership and service.

Music is an integral part of her spiritual life and the music at First Unitarian is outstanding. It has also been very comforting to her to have the support of the Pastoral Associates during Chuck's recent surgery and recovery.

REPORTS

BOARD OF TRUSTEES

Submitted by Dan Goss

In the last year the Board oversaw work in three major areas: the ministerial transition and question of ministry in 2015/2016, the financial health of the church, and the installation of Rev. Jacqueline.

In the area of the ministerial transition, the Board strove to understand the congregation's needs and desires, our organizational strengths and weaknesses, our various options, and our financial resources. We conducted a series of congregational forums that were attended by many people and resulted in robust conversations. We consulted with Josh Searle-White, the PCD executive, and brought him in for some of our Board and congregational conversations. Finally, we worked with the Transition Team to get the benefit of their work.

As a result of the background work, we decided that we were not yet ready to go into search for a second called minister, and that the 2015/2016 church year would be a third transition year. Although we would have preferred to hire a three-quarter-time developmental minister to work with us to identify developmental needs and paths forward, the realities of the budget led us to decide that we will hire a half-time minister who will focus on worship and pastoral care.

In the financial area, the Board formed a new Stewardship Committee to run our annual Stewardship campaign. We also formed a 'Retire the Debt' committee, which in turn worked on appointing a new Capital Campaign committee. While the wonderful work of those committees is detailed elsewhere in this packet, I will say that it was an honor and privilege for the Board to engage with them in the spiritual work of generosity.

Finally, the Board had the marvelous opportunity to form and work with the committee that planned and executed Rev. Jacqueline's installation. This event was a highlight of the year for us, and for the church as a whole.

INTERIM MINISTER

Submitted by Rev. Ed Brock

INTRODUCTION

I offer the following remarks in hope they may serve the common good of the First Unitarian Church of Oakland in the years ahead. Being but a fallible human being, my remarks are offered with great humility, a keen awareness of my own limitations, and ever mindful of the great honor of having been able to serve as your interim minister for a time.

The areas covered below are areas of professional engagement, general observations, observations on the power structure of FUCO, observations on inhibitions to the free flow of ideas, summary, list of developmental goals not yet completed and conclusion.

In the remarks below, I have sought to cover areas of reflection regarding the First Unitarian Church of Oakland that have not been, to the best of my knowledge, written about by others, but grew out of my own experience and might help in developing a more complete picture of FUCO. This is especially true in regard to the magnificent work of the Transition Team. I avoided trying to revisit themes found in their excellent work, resulting in their recently published report, but hope to cover areas that may supplement what they had covered.

AREAS OF PROFESSIONAL ENGAGEMENT

- Worship Services
- Church's finances: Stewardship Efforts, Capital Campaign, Endowment Development
- Helping to define areas of church governance and organizational need
- Board Relations
- Staff Relations
- Transition Team
- Covenant Groups
- Men's Group
- Pastoral Care

'Holding the space' of a minister in the aftermath of what was a painful and difficult series of events surrounding the former settled minister's last years at the church. This involved working with trauma people experienced and processing it in the many ways it manifested itself, and trying to de-escalate levels of emotional hurt while attempting to create 'normal' conditions going forward. This work is far from done.

GENERAL OBSERVATIONS:

The First Unitarian Church of Oakland has a high concentration of interesting, talented, spirited, committed, well educated people. It has, I believe, the highest concentration of remarkable people of any UU church in the world.

The First Unitarian Church of Oakland has a music program remarkable for its diversity, high quality, depth, and breadth, meeting and exceeding those qualities in churches four times the size of FUCO.

The First Unitarian Church of Oakland has a remarkably high number of committed and dedicated social activists, persons who are willing to engage in courageous acts of social witness even to the point of personal risk and jail.

The First Unitarian Church of Oakland has a remarkably robust Young Adult Group, undoubtedly attracted to the exciting 'vibe' of FUCO, its exciting music program, the presence of Rev. Jacqueline, and the willingness of the church to create venues for the Young Adults, such as the Vespers Services.

The First Unitarian Church of Oakland is a congregation with substantial economic and social diversity; it is an intentionally diverse community.

The First Unitarian Church of Oakland has a very high respect for professional ministers; it also has a very high commitment to 'shared ministry' and the work of 'lay ministry.' These two tendencies live in tension with each other. The lines of compromise between the two tendencies are being continually tested, adjusted, and redefined.

The First Unitarian Church of Oakland experienced a series of immensely traumatic experiences between the senior minister, lay leaders who were viewed as surrogates for the senior minister, and a variety of church leaders. This created a powerful distrust between lay leaders and anyone holding the position of parish minister or its equivalent in the aftermath of the conclusion of the last senior minister's work. This intensity of this pattern is undiminished. The distrust engendered over the last eight years, focused on ministerial leadership vis-à-vis church leaders is powerful, corrosive, and debilitating.

During the last six years the First Unitarian Church of Oakland Board ceased to function in any way approximating the way a Board functions vis-à-vis committees, Ministers, and a congregation, as the Senior Minister's role was redefined, and expanded in ways they rendered the Board an extension of the Senior Minister. This depleted the bank of skills, knowledge, customs and traditions regarding how Boards function. In the aftermath of the

departure of the former senior minister, leaders were demanding their power back, ministerial leadership regarding administrative matters was excoriated, even as the requisite skills and traditions for how Board's function was absent. This resulted in a vexing set of conditions that is still unresolved whose primary consequence is "institutional stuckness": there is a lot of activity but few really meaningful institutional changes get traction.

There is an enormous amount of work to be yet done restoring a sustainable, functioning relationship between Board, parish minister or its equivalent, Executive Team, committees and other leadership groups.

The trend whereby significant numbers of people in the church engage in direct social action in the local community with clear objectives within a strategic plan is, in the author's opinion, one of the most vivifying and positive emerging characteristics of the First Unitarian Church of Oakland. In many ways, these actions transcend all real or imagined institutional challenges and create something positive apart from it. Rev. Jacqueline's leadership of this effort is a precious resource.

OBSERVATIONS ON THE POWER STRUCTURE OF THE FIRST UNITARIAN CHURCH OF OAKLAND

The power structure of the First Unitarian Church of Oakland – that is, the who and how of decision making having a direct impact on the long term course of the church - is dominated by friendship circles, rooted in long term relationships, which constitute an informal power structure. This informal power structure trumps the power and authority of the formal power structure (the Board and Committee Structure) in every conceivable way. Major decisions are made in the subterranean world of this network of close relationships, reach some level of conclusion, and then are released to the formal power structure where they are 'officially' affirmed.

Meanwhile, the formal power structure (elected Board, Committees) labors in a maze of confusing conditions. Matters such as who reports to who, how decisions are made, who has 'authority,' what the system of governance is – is it policy governance, or a hybrid, or something else - are strikingly opaque or stay in a state of perpetual irresolution. A 'formal' power structure in such a confusing state aids the continuing supremacy of the informal power structure.

The informal power structure is not one monolithic group; there is considerable diversity among the eight or so key 'friendship circles' where the church's power is primarily located – these groups are not always in agreement about a given issue, and at times there is disagreement between them. There are lines of connection between all of these friendship circles which are used to communicate important information.

The communication within the informal power structure is very rapid, fluid and continuous. Communication within the formal power structure is fragmented, unclear, and prone to confusion and cut-offs. The informal power structure is quietly confident in its authority; the formal power structure labors under uncertainty about its role, authority and purpose.

Ways of 'doing church' recommended by 'best practices' standards - readily available from District, Regional or National resources - are not viewed as being able to help Oakland's 'unique' culture. Thus many sound solutions to its challenges are not used because they are deemed insufficiently adapted to the 'special' conditions of the First Unitarian Church of Oakland. In this author's view, this perspective misinterprets the nature of the First Unitarian Church of Oakland's specialness and underestimates the usefulness of these readily available resources.

OBSERVATIONS ON INHIBITIONS TO THE FREE FLOW OF IDEAS

The hesitations around risking saying something that might offend someone else compels a significant number of people, to varying degrees, to monitor their speech carefully, to the point of inhibiting the free flow of ideas. The full implications of the old adage "we need not think alike to love alike" seems to be trumped by a passion to

confront any turn of phrase, or appearance, that, in the ears of the listener, indicates disrespect for the listener's values and principles. The sincerity of persons, and the nobility of the ideas and principles at the heart of their sensitivity, cannot be questioned. Yet the hypersensitivity revealed in reactions to perceived slights to the values in question is so intense – and can draw many people in to the dispute so quickly - so as to inhibit many to speak freely what is on one's mind. This hypersensitivity seems to be part of the not yet fully healed emotional system of the church and not just a characteristic of a small group of people.

SUMMARY

If one considers the totality of the conditions described above, one begins to see the challenges the First Unitarian Church of Oakland faces organizationally.

The resolution of the challenges the First Unitarian Church of Oakland faces are not about survival but thriving and functioning in a more healthy way.

As a practical matter, the First Unitarian Church of Oakland can and will survive any and all challenges, without any organizational changes. The people of the First Unitarian Church of Oakland possess too much stamina, intelligence, tenacity, will to survive, and creativity in the face of challenge, to ever fade away. the First Unitarian Church of Oakland could stay at approximately the size it currently is for decades without any organizational changes.

The issue is whether the First Unitarian Church of Oakland wishes to engage in growth and whether or not it wishes to function in a healthier way. the First Unitarian Church of Oakland has never broken through a 350 member threshold, sustained that level, and moved to a larger size, despite demographic conditions that could create, under the right conditions, a membership of 800- 1,000. Regarding being a more healthy church, I think that not only means 'functioning more effectively' in pursuit of its mission but creating a healthier system to work for and with. If the First Unitarian Church of Oakland wishes to reach its growth potential, and function in a healthier way, it would begin by trying to achieve some developmental goals below.

List of Developmental Goals Not Yet Completed

- Decide if the church wishes to have policy governance (or an alternative) and define it for all to follow.
- Create a Personnel Team.
- Define term of office, size, selection process and role of Executive Team members vis-à-vis ministers, staff and Board.
- Strengthen the Endowment fund.
- Institute a Sustainable Intern Training Program.
- Increase transparency between decision makers and membership by appropriate, regular communication.
- Integrate the informal power structure with the formal power structure.
- Promote a church culture which supports a stronger Board by having an open process for election of Board Members, which seeks to achieve real diversity and the regular flow of new members, when appropriate, to Board membership; commit to the regular training of Board Members; promote and support all the conditions to foster and allow the Board, by a democratic and open process, rather than the informal power structure, to be the locus of decision making; promote the honoring and respecting of Board members, end the continual and unfounded criticism of the Board and establish a church culture of valuing and honoring Board members for their service to the church.
- Revise and update Vision Statement.
- Revise By-Laws.

- Define Supervisory Structure of all Ministers, Staff, and Executive Team using best practices models.
- Create Job Descriptions that accurately reflect what Staff and Ministers do and update them as appropriate.
- Create new Website.
- Explore how worship services, social action events, musical events and other events which tell the First Unitarian Church of Oakland's story can be placed on line for membership, visitors and general public for publicity purposes.
- Bring creative control and content management of website under auspices of Ministers and Staff.
- Define all aspects of shared ministry especially in the core areas of life of the church.
- Develop policy regarding staff and their spouses who have dual roles as both staff and members.
- Define role of ministers who are members of the church in line with UUMA policy and UUA good practices.
- Create a church culture in which covenants, created by those who enter into them, guide all aspects of church life.

CONCLUSION

The First Unitarian Church of Oakland has, through its commitment to stay firmly planted in downtown Oakland, an authentic declaration of its dedication to the highest aspirations of the UU faith.

I wish to stress the significance of the social action agenda of the First Unitarian Church of Oakland, an area of church life that can thrive and develop without to a large extent being affected by the organizational difficulties of the First Unitarian Church of Oakland. This area represents an arena of doing, rather than talking, concerning positions about issues which enjoy wide agreement.

I have a deep sense of appreciation for being able to work with the wonderful staff and incomparable Rev. Jacqueline, and the remarkable congregation which is the First Unitarian Church of Oakland. To walk with the congregation during this time of transition has been for me a great blessing. Thank you.

MINISTER FOR FAITH IN ACTION

Submitted by Rev. Jacqueline Duhart

I still hear my brother crying, "I can't breathe",
 Now I'm in a struggle singing "I can't leave".
 Calling out the violence of these racist police.
 We ain't gonna stop -- till our people are free !
 We ain't gonna stop -- till our people are free !

These lyrics from the song "I Can't Breathe" written by Peace Poets speak to the passion of members, friends and allies who attend First Unitarian Church of Oakland. These lyrics also embody the spiritual fire in the belly specifically of those who actively support the faith in action ministries in general and racial justice in particular. These words were baptized in the church of social media when the Ferguson verdict was returned not to call for a grand jury in the death of Michael Brown.

There are many blessed and transformational highlights of First Unitarian Faith in Action from March 2014 to March 2015. Here are a few:

- Thirty plus adults and children attended District Assembly (DA) in Sacramento- demonstrating a growing understanding of the importance and willingness to engage regional programming. The theme of DA was Awaken the Spirit...our spirits are open, ready and willing.
- Installation of Rev. Jacqueline Duhart as ¾ time Minister for Faith In Action
- Twenty five members attended the Beloved Conversations Retreat and 23 of the 25 faithfully attended the 8 weekly conversations post the retreat. Those who managed to navigate the 8 weekly, 2 hour conversations embodied their commitment to being with and working through the complex issues associated with race, power and privilege. From these Beloved Conversations, a People of Color Caucus was born. The People of Color Caucus group plans to meet monthly.
- Rally and Vigil following the Ferguson verdict and the birth of Black Lives Matter as a movement- members, friends, and allies turned out and stood on the side of love for those most impacted by police violence. Many individuals are still engaged in vibrant conversations about how to grow a movement that keeps the ethical, moral and spiritual dimensions of Black Lives Matter at the center and following the lead of those most impacted
- National Day of Action to Reclaim the legacy of Rev. Dr. Martin Luther King Jr. – several thousand people from the local area walked from Fruitvale/Oscar Grant BART Station to the Coliseum BART Station. This Day of Action was part of a national call from Ferguson for 96 hours of direct action events and activities. About 75 people from First Unitarian Church of Oakland participated in this moving day of witness, action and solidarity
- Community Engagement Day- approximately 102 members, friends, allies and neighbors came together to express their love for each other, to grow in knowledge and spirit and to serve the community. Morning worship was facilitated by InterPlay. Following worship there were 3 engagement opportunities (Faith Base Community Organizing, Meditation and Intergenerational Gardening) to choose from. After lunch we walked over to Lafayette Elementary School to revive the raised beds at the school. A full day of exercising our faith muscles.
- Rally for Jobs Not Jails-direct action and civil disobedience during the Alameda County Board of Supervisors meeting to encourage them to support the Ella Baker Center alternative Realignment budget proposal. The Ella Baker alternative budget asks that 50% of public safety realignment monies go for

employment, training, housing and additional wraparound services for individuals coming out of jails and prisons.

- Rev. Phil Lawson- guest preacher during African History Month – sermon on the Legacies of Freedom was well received and touched the souls of many
- Black Lives Matter Rally- monthly rally held on the front plaza of the church. Opportunity to keep before us our high resolve and to let our light shine in our church neighborhood

What a transformative year we have had. In the midst of an interim process we did not lose sight that no one is free until all of us are free. “We ain’t gonna stop.” To stay engaged with growing the common good is our moral and religious call.

CHILDREN AND FAMILY MINISTRIES

Submitted by Laila Ibrahim

The Children and Family Ministries continues the successful Worship Arts model. This is the fifth year of this format and we can see the results of this approach. The children are more fully engaged in congregational life, they know the liturgy of worship at First Unitarian Church of Oakland, and have memorized many songs. About half the time kids start out in Chapel in Starr King and half the time they are in Hamilton Hall for the first 20 minutes. The youth choir has been quite successful and is growing in numbers and quality. This was a Coming of Age year for our middle schoolers. The all community retreat and the women's retreat are important opportunities for our kids, teens and adults to come together in beloved community. We held an intergenerational Community Day of Engagement.

EXECUTIVE TEAM

Submitted by Linda Hodges & Jodie Mathies

Our second year as a team coincides with the second year of our Interim Ministry. This team came together in a time of tremendous upheaval and, some might say, turmoil in the church, and spent a great amount of time dealing with many unforeseen issues. Although we did not feel that we were “flying by the seat of our pants,” there was some sense of “building the plane while flying it.” While the second year had its own complexities, the plane is almost done being built (with room for ongoing improvements) and we are flying high.

Our team sees to the day-to-day operations of the church which means personnel, programmatic and financial concerns. In 2014 one of our main focuses was continuing to solidify the financial structures of the church. To this end we met frequently with the ET/Board liaison team and put in place processes that enabled and supported the board in their role as financial fiduciary of the church. We were concerned with 1) ensuring Board understanding of our income and expense areas and 2) facilitating prioritization of budget expenditures based on ET and congregant input. We sought congregant input at the many stewardship dinners that took place in the fall of 2014 and used that input to lay the groundwork for the 2015 fiscal year budget. The final 2015 budget was the result of a careful process, and allows us to understand what we can actually afford.

We’re proud of the fact that the Transition Team report lifted up the confidence that the church has in our team and feel that this is reflective of the culture of clarity and transparency we’ve established. In all things we seek to minister in good faith with each other, lay leadership, ministers and staff. These are measures that will continue into the future and, within our team structure, our focus on clarity also includes cross-training. A few examples include payroll services, Vanco (online payment services), FellowshipOne (our new online database) and very shortly Quicken. Cross-training helps to ensure that we all stay informed and aware of the operations of the church.

Although we do not have a crystal ball, we already know that our future holds many new hires including ET support of contract minister hiring and an office assistant, plus replacement hires of the Director of Children & Family Ministries and a new accountant.

Target priorities going forward include the Program Leadership Team, a Personnel Committee, nurturing and growing a strong volunteer culture that will increase congregant leadership and underscore our commitment to transformation within, among and beyond our walls.

STEWARDSHIP

Submitted by Kris Wedding Crowell

The Stewardship Team is responsible for maintaining a year-round presence running our year-end campaign. We are assisted in these efforts by resources from the UUA Stewardship Program called FORTH. We have continued our emphasis on time, talent and treasure, as well as our use of a giving guide based on percentages of individual baselines.

We added new members to our team: Kris Wedding Crowell, Bill Blakely and Karen McClelland, who will specifically focus on reaching out to new members. Randall Wright joined in a supporting role during the year-end campaign. Bob Crowe, Joyce Cutler, Molly Hermes and Hester Green continued their involvement through the end of the year. Hester has since moved solely to the Financial Leadership Team while Joyce will now focus on her ministry of gratitude hand-writing thank you notes to members and friends for their generosity.

At the beginning of the year much work went into creating new stewardship information packets and helping to update our membership roster. Our theme for our year-end stewardship drive was Our Future is in Our Hands, and we are in good hands. Here is a summary of the year-end stewardship campaign:

About 80 people attended at least 1 of 8 small Stewardship Gatherings in the fall to share about our connections to the church, how our connections enrich our lives and the importance we place on that.

238 people made known their commitments of time, talent and/or treasure in support of this religious community. This number includes both people who pledge money and people who have requested waivers.

3 households identify as Visionary Level givers
(donating 10% of more of their baseline)

10 households identify as Sower Level givers
(donating 5 - 10% of their baseline)

5 households identify as Sustaining Level givers
(donating 3 – 5% of their baseline)

5 households identify as Supporters
(donating less than 3% of their baseline)

152 households do not identify any specific giving level.

This year's operational pledges (\$361,403) **exceeded last year's by more than \$20,000.**

Pledges specifically dedicated to the salary of our Faith in Action minister (\$45,745) qualified us for an additional \$30,000 from the Mary Ann and Tom Haw Fund for Community Ministry when combined with an extra \$15,000 raised last year for that same purpose.

We made commitments of time that totaled **over 500 hours/month!**

FINANCIAL LEADERSHIP TEAM

Submitted by Molly Hermes

The First Unitarian of Oakland formed the Financial Leadership Team in October 2013. In 2014, the group has transitioned from a small group of four to a larger group. Molly Hermes, Hester Green, Joyce Cutler, Bob Crowe, Kris Wedding Crowell, Karen McClelland, Jodie Mathies, Noemi DeGuzman, Bill Blakely, and Gail Schulz have all been involved representing Stewardship, Auction, Capital Campaign, Financial Back-Office, and Thank You writing.

It is important that a church large or small has a Finance Team that can monitor the accounting and money situation, provide meaningful reports to the Board, initiate the Budgeting process with the Congregation, provide back-office support for Stewardship, stock donations, and other fundraising drives.

The focus in 2014 was doing better pledge tracking (which is still a work in progress) as well as providing a place for the different fundraising campaigns to talk and share ideas around money and generosity. We are training the next level of church leaders in keeping positive conversations around money going throughout the year and through the campaigns. The team also certifies membership and voting member numbers under the auspices of the Executive Team.

In 2015, the team has started meeting the second Saturday of the month from 10:30 a.m. to 12:30 p.m. in the church library. We are going to expand our role to be more in tune with membership, help organize year-round Stewardship and outreach to new members, and include more congregants and staff in the budget process of the church. We are also going to do a financial audit in accordance with UUA best practices. We will be communicating with the congregation on a regular basis through church e-mails.

To join, please contact Molly Hermes at 415-533-4375 or <mailto:molly@mollyhermes.com>.

BOOST ! WEST OAKLAND

Submitted by Debbie Brown

The Boost! West Oakland tutoring program, started by members of the church, once again provided one-and-one-half hours of tutoring a week for approximately 100 children at Lafayette Elementary School. In September seven of the Boost tutors were from First Unitarian Church of Oakland. Six more tutors were recruited through coffee hour tabling and posting in the Chalice Chatter and Sunday Worship Guide.

In July and August, two church members teamed up with a third volunteer to teach students about trees at Lafayette's summer program. In the fall school supplies were donated to the school by church members and Earth Justice Associates helped organize a field trip to Crab Cove in Alameda for Boost students and tutors. One church member serves on the Boost Advisory Board and another church member collects healthy snacks and delivers them to the program.

ADULT SPIRITUAL DEVELOPMENT

Submitted by Emily Stoper

Adult Spiritual Development, formerly known as Adult Religious Education (R.E.), convened by Emily Stoper, offered a variety of interesting courses in the past year, including Spiritual Autobiography, Poetry, Money Management, Rise Up and Call her Name (about goddesses), Building Your Own Theology and Dances of Universal Peace. In addition, the very popular church book club, also convened by Emily, read and discussed a quality nonfiction book every month.

CENTER FOR URBAN FAMILY LIFE (CUFL)

Submitted by Danny Schottenfeld

Center for Urban Family Life (CUFL) is a 501 (c) (3) non-profit corporation sponsored by the First Unitarian Church of Oakland. Currently CUFL serves as the fiscal agent for one faith in action program, the McClymonds Merit Scholarship Fund.

The McClymonds Merit Scholarship Fund supports post-secondary education expenses for graduates from McClymonds High School. In 2014, 29 students received scholarships.

The awards are funded by one large anonymous donation (\$730,000 since 2001) and smaller donations.

CUFL does not have an active board; Jane Voytek serves as the temporary board President and Danny Schottenfeld as temporary board Treasurer. Jane Voytek is leaving CUFL as of June 30, 2015.

The McClymonds scholarships enable students to attend post secondary education. If you can volunteer to help with this worthwhile program please contact Rev. Jacqueline.

LEADERSHIP DEVELOPMENT TEAM

Submitted by Rinda Bartley

Tasks accomplished during the year include:

- Assisted in facilitation of the training/orientation for the new board spring 2014.
- Provided support and facilitation for the EMM (Every Member Ministry) meetings.
- Facilitated a large meeting of representatives from major church committees and groups to begin the process of organizing our leadership structure in terms of who is responsible for what (October 2014).
- Facilitated Congregational Conversations (requested by the Board) so congregants could provide feedback and ideas to the Board.

This has been a year of diminishing membership for the Leadership Development Team, and as of this writing the LDT has actually gone dormant. Members stepping off of the team this year are: Katie Hymans, Sharon Dolan, Michael Schafer, Jaki Lee, Rinda Bartley and Rick Hecht (once current tasks are completed).

Bev Smrha is willing to remain on the Team with a focus on leadership training in a multi-cultural community, working closely with JTW, ARE, and others focused on multi-cultural relationships, utilizing outside resources as well as in-house.

Currently, the roles and responsibilities of the LDT remain unclear. A process of clarifying these needs to be addressed before it makes sense to rebuild the committee.

Current and former members of the team strongly recommend that sustained attention be given to creating a simple and transparent organizational and communications structure for the program/volunteer side of church life and that the following functions be re-visioned to help sustain and enrich congregational life going forward:

- Create systems for recruiting, training and supporting church members into volunteer positions and tasks (working closely with those doing membership development).
- Review and define our church's governance structure.

PASTORAL ASSOCIATES

Submitted by Judith Hunt

Pastoral Associates are lay members of the church who aim to provide comfort and help year round to people in the church who need support. We organize meals for the sick or for new parents and rides for patients to appointments or returning from the hospital, visit people in care homes, help with moving or provide a listening presence to those in need, and we try to meet other and unexpected needs.

During 2014-15 we said farewell to three PAs, Carolyn Devol, Claire Eustace and Alex Haider-Winnett, and welcomed Debi Clifford and Daphne Parson who joined Gil Dacumos, Judith Hunt, Tara Noone, and Ben Thompson to make six. We have missed having chaplains. Many of our responsibilities are accomplished by a larger group of congregants who sign up to Lend A Hand and are, gratefully, called on to do specific activities.

JOURNEY TOWARD WHOLENESS

Submitted by Cile Beatty

The Journey Towards Wholeness Transformation Team of the First Unitarian Church of Oakland works with the congregation, including the leadership, through organizing and training to help the church become a fully anti-racist/anti-oppressive institution.

- We work to understand how racism and oppression have shaped our lives.
- We engage in meaningful dialog about the ways we experience internalized racism and oppression.
- We develop tools to move beyond guilt and blame.
- We create a process to help those involved in all aspects of church life begin dismantling racism and oppression individually, organizationally, and institutionally.
- We help the church make connections to other groups in the community making anti-racist/anti-oppressive change.

Our work this last year included:

- In August 2014 there were four members of JTW: Jill Miller, Jaki Lee, Cile Beatty and Kurt Kuhwald who planned a JTW re-visioning/revitalization retreat on Friday Aug 22 and Saturday Aug 23, which was facilitated by Pat St. Onge. Friday night leadership groups were invited to examine the church's history of anti-racism/anti-oppression/multicultural and JTW's impact on this history. A history wall was created established and stories shared highlighting the church's journey and the people of whom this current JTW team shoulders stand on. Friday night also focused on the current landscape of the church and its relationship to JTW and anti-oppression/multicultural vision and work. Saturday former JTW members and individuals seeking to join JTW continued this working retreat to support JTW to re-vision and revitalization of the JTW Transformation Team. The following is what came out of this retreat.
- The major pieces that came from the retreat is the grounding framework of JTW as "holding the promise" and the need for the church at large to take on the identity and responsibility of being on the "journey towards wholeness." We believe this needs to be spoken and framed during worship; that each group within church needs to makes the journey towards wholeness part of its mission and commitment. JTW is committed to providing tools and resources to church groups to help make this intentional transition or to deepen its already intentional commitment to always be asking – how does this forward our journey towards wholeness.
- September 2014 Dennis Rowcliffe and Jessica Rush became members of the JTW Transformation Team. In October of 2014 Kevin Mann also became a member of JTW.

- JTW has consulted with individuals and groups, including the Leadership Development Team and Executive Team on the “Leadership Roles & Decision” document, as well as, with the Capital Campaign leadership and has two team members consistently sharing attendance at its various meetings—as well as several members representing JTW in the CC Circle Conversations.
- JTW in conjunction with the Ella Baker Faith in Action team and Allies for Racial Equity created a Racial Justice Reader on Police Brutality and jointly hosted an educational dialog opportunity on January 13, 2015 after the Tuesday night vespers.
- JTW has created guidelines to support people who are providing learning opportunities at the church. This is in draft form currently but will be distributed to groups and presented to the Board as a resource for groups and individual.
- JTW is in the final planning of establishing a People of Color Caucus monthly meeting at the church, which will begin March 1, 2015. (see below)
- Most members of JTW participated in the Beloved Conversations curriculum to support the deepening of the churches commitment to this work.
- In December of 2014 Jill Miller completed her years of service on JTW – Thank you Jill!

On March 1, 2015, the People of Color (POC) Caucus hosted eight attendees in **THEIR FIRST MONTHLY MEETING**. The discussion focused on How to Improve Diversity at church. Some ideas included: having an authentic welcome and having a new member orientation for all new members after each Sunday’s services. Secondly, having a greater awareness and accountability for white allies about what it means to really welcome POC members. Lastly, having events to attract our local and diverse community around church to include canvass and outreach to neighbors and events.

MEMBERSHIP

Submitted by Rev. Jacqueline Duhart

Thirty-six people since March 16, 2014, have signed the membership book and committed themselves to the mission, vision and ends of First Unitarian Church of Oakland. Embracing Journeys: Welcome to Unitarian Universalism and First Unitarian Church of Oakland continues to be well attended by those who have joined, those who are contemplating membership and those who are holy curious about Unitarian Universalism and First Unitarian Church of Oakland. The ET continues to collaborate with the Minister for Faith In Action as to the best practices around nurturing a robust volunteer spirit of service and generosity.

The highlights of this ministry are:

- **New Member Potlucks** – quarterly potluck that brings together new members and seasoned members to meet, greet and share their stories with each other.
- **Membership/Hospitality Office Volunteers** – faith-full and faith-filled volunteers who’s every member ministry is to follow up in a meaningful way with each visitor who completes a visitor connection card, to make name tags, provide support for the formal Ingathering of new members and when available staff the Welcome Table after worship in Wendte Hall. This group also revised a very outdated Visitor Packet.
- **Building Your Own Theology** – offered as opportunity for new members to learn about Unitarian Universalism, deepen their own sense of spirituality and connect with others.
- **CommuniTea** – one offering during our monthly Tuesday Nite Meeting Night for members, friends, allies and guest to gather over tea, cookies and chocolate. This 90 minute fellowship time has on average 15 people.

CAPITAL CAMPAIGN 2015

PRESERVING A SANCTUARY OF HOPE FOR GENERATIONS

Submitted by Noemi DeGuzman and Dick Bailey

In April 2014, the Board of Trustees along with interim minister Rev. Ed Brock initiated a focus on retiring the mortgage that had funded the seismic retrofit and renovation of Hamilton Hall in 2008. Dick Bailey and Noemi de Guzman agreed to co-chair a capital fund campaign, and by October, George “Bud” Swank was engaged as the campaign consultant. Dr. Swank conducted a feasibility study in early December and released a report in late December recommending a campaign with three goal levels: a victory goal of \$400,000, a challenge goal of \$550,000, and a miracle goal of \$775,000.

A leadership group has been assembled to head up sub-teams: spiritual encouragement (Suzanne Van Houten, Andy Lee, and Nori Grossmann), engagement and gifts (Mary Carbone, Chris Sutherland, and Julie Baeder), marketing (Jenn Beach), records (Micheas Herman), and events (Jodie Mathies and Jane Voytek). This leadership group has met almost weekly since early January, and a representative of the Journey Toward Wholeness team (Dennis Rowcliffe) attends and observes processes.

The capital campaign reports to the church executive team and has its own capital campaign executive team, whose members include interim minister Rev. Ed Brock, Journey Toward Wholeness representative Rev. Kurt Kuhwald, church executive team member Jodie Mathies, and the capital campaign leadership co-chairs. The capital campaign executive team affirmed early on that the campaign will operate in alignment with our Journey Toward Wholeness identity and aspirations and that while the campaign has a practical and critical monetary goal, the campaign functions as a ministry to heal divisions in attitudes and experiences of money, to promote spiritual growth, and to practice full inclusion. Upholding the church’s vision and mission in this way, we have full faith in the congregation’s ability not only to joyfully and generously meet the church’s needs of the day but also to realize the vision of preserving our sanctuary of hope for generations.

The capital campaign kicks off with an all-generation party on March 14, followed by worship conducted by Rev. John Buehrens the next day. There will be a mid-campaign celebration on April 11, and the campaign will conclude on May 10, when first gifts will be received on pledges to be paid during the ensuing 24 months. Six “listening circles” are being offered to support congregants’ spiritual growth around themes of sufficiency, generosity, and true wealth; three of these circles will follow vespers throughout the campaign.

All congregants and friends are encouraged to attend one of the educational events conducted by Mary Carbone on March 22 and 28, April 12, and May 9 to engage with the goals of the campaign. Individual visits are offered to each member of the congregation.

A VERY SIMPLE (BUT VERY INTENTIONAL) REFLECTION ON GENEROSITY

*What our church means to you—the gifts it has provided and your hopes for its future.
How our church community manifests the value of these gifts and hopes through the time, talent, and treasure our individual circumstances allow.
How your personal spiritual practice of generosity will ensure preservation of our sanctuary of hope for generations to come.*

ELLA BAKER CENTER

Submitted by Micky Duxbury

The Ella Baker Faith in Action team has continued to grow this year and has developed a deeper relationship with the Ella Baker Center and within the congregation. Micky Duxbury and Lauren Poole have served as co-chairs and Corliss Smith, Jean Evans and Claudine Tong as steering committee members

We have been engaged with Ella Baker Center's six-month campaign to have the Alameda County Board of Supervisors pass a budget that moves money away from the Sheriff's Department and towards community-based programs that help people post-incarceration. Many of us (15-20) and our allies have been present at several Board of Supervisors meetings and Public Protection committees meetings and we have showed up for rallies outside the Alameda County Board of Supervisors. Our presence has been felt and with our Standing to the side of Love T-shirts.

March 3 approximately 20 UU's were present at the Board of Supervisors and three of our members were willing to risk arrest to make the point that now is the time to make community needs a priority over the needs of the Sheriff's Department. It was a successful demonstration and protest with Supervisor Valle signing a pledge that 50% of realignment buddies would go towards community-based programs and with Supervisor Carson voicing his strong support for such a budget.

We hosted a vespers dinner and movie about the drug war on August that over 20 people attended and participated in planning several worship services.

Moving forward, we want to create additional ways for more congregants to participate in small and larger ways in the EBC's ongoing campaign and the conference on mass incarceration and criminalization that is planned for September 2015. We look forward to working with Rev. Jacqueline to discuss ways that we could better collaborate around issues of racial justice with JTW and ARE.

TRANSITION TEAM

Submitted by Emily Stoper

Convener: Linda Propert Sanford

The Transition Team was established by the Board of Trustees in March 2014 with a charge to evaluate how the Church is living into its vision and to lead our reflection to envision our future and prepare for the selection of a new minister, completing this work by April 2015. It issued a lengthy preliminary report to the Board and the congregation in January, based on communications from 120 congregants, most of them in depth interviews, either one-on-one or in small groups.

ANNUAL CHURCH RETREAT

Submitted by Dan Goss

Sixty-four members, allies, and friends of the church gathered at Mountain Home Ranch on the weekend of September 19 – 21, 2014, to build community, enjoy each other's company, learn and share together, and to play, eat, swim and have fun. We had twenty-seven kids from infants to teenagers along with thirty-seven former kids and kids at heart, making for a nice intergenerational group. We provided and attended workshops, discussed the transition with members of the Transition Team, swam in the pool, fed carrots to the horses, hiked, played games, and generally enjoyed ourselves greatly.

EARTH JUSTICE

Submitted by Bret Andrews and Jack Macy

The Earth Justice Associates (EJA) are focused on action and spiritual care that supports environmental justice in this church and the greater community. Some recent highlights include:

Oakland/East Bay Community:

- Lafayette School, Boost West Oakland events (most recently the Community Engagement Day) supporting the students in communing with the interconnected web in their garden and in the nature around us.
- Member attended Our Power Convening (35 national Frontline EJ orgs) in Richmond, August 2014.
- Member continues to participate in Political Homies bi-monthly gatherings of Movement Generation.

Larger Community:

- A member of EJA rode the People's Climate Justice Train to New York City, and two attended the Climate Justice march and Flood Wall street Actions there in September of 2014. Many marched in solidarity in the Oakland People's Climate March that weekend.
- Member attended Fast Food Workers organizing conference in Atlanta in February, 2014.
- Member hosted workshop on The Work That Reconnects with Joanna Macy and three members of Movement Generation at UU Minister's Institute, Asilomar, Monterey, CA. February 2015.
- One member presented to the European Union about his work in SF for Zero Waste.
- March for Real Climate Leadership/Stopping Fracking in February by many EJA members.

Move towards a 100% renewable future:

- Active local support through connections with organizations including:
 - 350 East Bay/Bay Area
 - Sunflower Alliance
 - Oakland Climate Action Coalition
- Separate/organize the church recycle and compost bins every Sunday and support initiatives to improve energy and water efficiency in church

Going forward:

- We will be presenting a plan to our church board soon with the goal to put Solar Panels on our own roof this year.

This month we are promoting programs framed by a host of national UU organizations: Commit2Respond program with the goal of sustained commitment by all UU's towards a sustainable future, and the Climate Justice Month (World Water day March 22 to Earth Day April 19th). The EJA will be:

- Offering 3 services thru May 24
- Tabling after services for conversations about actions individuals can take
- Promoting the Blue Buckets Campaign for water sustainability
- Leading a book group reading Naomi Klein's "This Changes Everything."
- Supporting development an Alameda County Consumer Choice Energy Agency (CCA)

ALLIES FOR RACIAL EQUITY (ARE)

Submitted by Ingrid Mittermaier

Allies for Racial Equity (ARE) continues to meet every second and fourth Sunday at church, year round. This group, which was formed by our Journey Towards Wholeness anti-racism team, provides a space to address questions and consider strategies around anti-racism and multiculturalism in our church and beyond. ARE is a space dedicated to exploring these issues with white allies. People of color/people of the global majority are invited to attend, but notably this is a space for white allies to explore issues of racism and white privilege without people of the global majority needing to do the teaching. Now that our church is ramping up its activities outside our walls, with the Sizzle Team and our relationship to Ella Baker Center, among other things, our ARE meetings are a place to process these actions in an action reflection process, and to continue to educate ourselves and ground ourselves as allies.

INTERWEAVE

Submitted by Jaki Lee

Interweave is dedicated to and supports the spiritual, political, and social well being of LGBTQI⁺, allies, friends, and community.

This year we sponsored two events:

- Transgender Day of Remembrance (October 11)
- Annual Poetry Reading in February to honor African-American queer artists of the Harlem Renaissance period.

UNITARIAN-UNIVERSALIST SERVICE COMMITTEE

Submitted by Evelyn Sheridan

UUSC continues to send email to anyone who becomes a member by way of contribution to the organization. Their various programs can be viewed on line via uusc.org.

This year there was no collection of monies for Guest at Your Table due to changes in their collection format and conflicts of scheduling here at First Unitarian Church of Oakland. I did send a post to be published by the church office thanking everyone in the church who independently donate to UUSC.

UUSC has greatly increased their number and scope of programs and ask for donations and participation in a variety of ways throughout the year.

STANDING ON THE SIDE OF LOVE (SIZZLE/SSL)

Submitted by Judy Belcher

This last year the SIZZLE team helped to mobilize church members to witness and Stand on The Side of Love starting with 40 church members at the West County Detention Center. We campaigned for [Measure BB](#) and [Prop](#)

* Lesbian, Gay, Bi-Sexual, Transgender, Queer/Questioning and Intersex individuals

[47](#) and collaborated with Genesis and FAME. We collaborated with the Earth Justice Associates and the Ella Baker Center Partnership to attend demonstrations with up to 80 church members. We have sold 60 SIZZLE T shirts

MEN'S FELLOWSHIP

Submitted by Bill Blakely

The Men's Fellowship is a loosely organized committee that seeks to strengthen the bonds of friendship among the men of the church.

We strive to support each other in our individual inward journeys, and provide places and experiences where we can deepen our relationships with each other.

We look for ways for our Fellowship to participate in church life.

We also like to have some fun.

Our main event of the year is the Men's Retreat. In 2014 we met again at the Monte Toyon Conference Center, near Aptos. We explored the topic of "Expanding Our Circle, Deepening Our Relationships."

The Men's Fellowship held our fund raising event "Game Night" in early 2015. The goal of the event was to raise funds to offer fee reductions for the men who wanted to attend the Retreat, but found the full registration fee a barrier to participation. The money raised was given to the church to support all retreats. Game Night featured "Poker-Palooza" a poker tournament invented by Randall Wright which allows even the most novice poker player to win a share of the prize pool.

The Men's Fellowship donated "4 Men for 4 Hours" to the annual Auction. "4 Men" were won by two bidders which raised a total of \$700 for the church.

There are a half dozen Men's Groups. Each is self-defining and self-organized. Membership in the groups and attendance at the Retreat is not limited to members of the church.

FINANCIALS

2015 BUDGET SUMMARY

2015 Budget - First Unitarian Church of Oakland	
Income	\$
Pledging - Operations	\$ 343,000
Pledging - designated Faith in Action	\$ 45,000
Other income (Auction, offerings, rentals, funds)	\$ 126,700
One-Time Donations	\$ 3,000
Draw from Haw Fund to supplement Faith in action pledges	\$ 23,880
Needed from Mortgage from Capital Campaign (Hamilton Hall account)	\$ 60,000
Total Income	\$ 601,580
Expenses	
Minister Compensation and Benefits (Rev. Jacqueline & Rev. Ed.)	\$ 132,918
Staff Compensation and Benefits	\$ 276,910
Available for part time minister fall 2015	\$ 14,000
Administrative, Copier, Phone, IT contracts, bank fees, misc.	\$ 47,900
Facilities upkeep, utilities, tax & insurance	\$ 34,500
Program expenditures	\$ 8,600
PCD, UUA dues	\$ 13,500
Mortgage	\$ 60,000
Operating reserve (including facilities repair)	\$ 14,000
Total Expenses	\$ 602,328
\$ of projected reserve/(shortfall) at end of year (EOY)	\$ (748)
Questions? send to accounting@uuoakland.com	

UUA MEMBERSHIP CERTIFICATION

March 9, 2015

Total number of individuals and families who pledged	173
How many voting members do you have?	244
How many non-member UUs in congregation	103

CHURCH ASSETS

			<u>12/31/2014</u>
	Fixed Assets		
	1701 · Land		20,000.00
	1702 · Building		175,746.00
	1703 · Building Improvements		
	1703.1 · Bldg. Improvements Prior to R&R		4,635,988.32
	1703.2 · Bldg. Improvements - R&R		146,776.00
	1703.4 · Hamilton Hall Restoration-2009		1,907,635.00
	Total 1703 · Building Improvements		<u>6,690,399.32</u>
	1704 · Furnishings & Equipment		
	1704.1 · Furn. & Equip. Prior to R&R		208,242.09
	1704.2 · Furn. & Equip.- R&R		136,367.67
	Total 1704 · Furnishings & Equipment		<u>344,609.76</u>
	1750 · Accumulated Depreciation		<u>-2,427,767.71</u>
	Total Fixed Assets		<u>4,802,987.37</u>
	Other Assets		
	1900 · Trusts & Endowments		
	1901 · Boston - George E. Grant #195		16,221.14
	1902 · Boston - Grant Memorial #196		32,442.32
	1903 · Boston - 1st Unitarian Mem.#420		120,856.10
	Total 1900 · Trusts & Endowments		<u>169,519.56</u>
	Total Other Assets		<u>169,519.56</u>
TOTAL ASSETS			<u>5,216,822.87</u>

ACCOUNT BALANCES

	12/31/2014	
Operating Account	\$ 65,708	Bank Balance
	(21,288)	2015 pledges paid in 2014
	(8,200)	estimated uncleared checks from 2014 as of 12/31/2014
	\$ 36,220	From 2014 activities
Designated Funds in Operations:		
Faith in Action Program Fund	\$ (7,740)	
Faith in Action Pledges	(1,685)	
Intern Fund	(3,146)	
Green Sanctuary Fund	(3,627)	
GA Fund	(75)	
	\$ 19,947	ending working balance for 2014 activity
Fidelity Account	\$ 101	
Hamilton Hall Checking	\$ 30,853	
Hamilton Hall Savings	\$ 50,193	
Musicopia Account	\$ 12,681	
Designated Accounts		
Congregant Funds to Support Community Ministry	29,414	
Mary Ann and Tom Haw Fund for Community Ministry	41,418	
Manse Fund	46,315	
	\$ 117,147	
Total Cash on 12/31/2014	\$ 276,582	Community Bank of the Bay
	\$ 101	Fidelity Account
	\$ 276,683	
Mortgage Detail		
\$ 789,790		Mortgage balance when new loan documents issued
4.90%		Current Interest Rate
\$ 5,002.30		Monthly Payments with the remaining unpaid balance of the note due and payable January 15, 2020
\$ 638,786		Final payment (balloon payment) due January 15, 2020
Current Mortgage Balance as of 12/1/2014		
\$ 765,186		

2014 ACTUALS TO BUDGET: INCOME

	2014 Actuals	2014 Budget	2014 Delta to Budget	2015 Budget
INCOME				
<u>Income-Unrelated Business Income</u>				
Rental income	\$ 54,961	\$ 56,000	\$ (1,040)	\$ 51,000
Bookstore sales and costs	646	450	196	650
RE and Family Ministries	4,015	6,500	(2,485)	3,600
Community building revenue	119	100	19	
Programs and other events	100	150	(50)	
Funds to Support Community Minister	40,845	47,100	(6,255)	68,880
Subtotal	\$ 100,686	\$ 110,300	\$ (9,615)	\$ 124,130
<u>Income-Non Unrelated Business Income</u>				
Operating Pledges - 2013	\$ 6,990		\$ 6,990	
Operating Pledges - 2014	318,229	\$ 354,195	(35,966)	\$ 343,000
Operating Pledges - 2015	21,288			
One-time gifts	27,606	9,000	18,606	3,000
Collection plate	16,126	20,000	(3,874)	14,500
Unrestricted income from endowment	32,194	38,100	(5,906)	36,200
Fundraising events	29,236	28,650	586	20,750
Other	(6,034)	3,500	(9,534)	
Subtotal	\$ 445,634	\$ 453,445	\$ (7,811)	\$ 417,450
TOTAL INCOME	\$ 546,320	\$ 563,745	\$ (17,425)	\$ 541,580

2014 ACTUALS TO BUDGET: EXPENSES

	2014 Actuals	2014 Budget	2014 Delta to Budget	2015 Budget
EXPENSES				
Expenses - Personnel				
Ministers	\$ 146,707	\$ 139,858	\$ 6,849	\$ 101,808
New for 2015 1/2 Time Minister				14,000
Other salaried staff	111,772	112,546	(774)	111,600
New for 2015 Office Assistant				12,480
Hourly and project staff	55,459	54,166	1,293	60,916
Guest musicians	950	1,500	(550)	1,500
Guest ministers	300	500	(200)	4,026
Accounting (consultant)	39,859	37,698	2,161	31,200
Choir conductor	12,500	11,000	1,500	11,000
Other independent contractors	8,175		8,175	
Subtotal	\$ 375,722	\$ 357,268	\$ 18,454	\$ 348,530
Expenses - Professional and staff benefits				
Pension Plan Contribution	\$ 21,490	\$ 21,500	\$ (10)	\$ 17,867
Medical insurance	37,557	42,116	(4,559)	23,381
Parking		300	(300)	
Professional expenses	14,959	12,550	2,409	8,850
Payroll costs	23,941	23,900	41	24,200
New for 2015 Unemployment Insurance				1,000
Subtotal	\$ 97,946	\$ 100,366	\$ (2,420)	\$ 75,298
TOTAL PAYROLL AND RELATED	\$ 473,668	\$ 457,634	\$ 16,034	\$ 423,828

	2014 Actuals	2014 Budget	2014 Delta to Budget	2015 Budget
Expenses - Building and facility				
Supplies, equip., utilities, maintenance	\$ 46,071	\$ 39,800	\$ 6,271	\$ 34,500
Subtotal	\$ 46,071	\$ 39,800	\$ 6,271	\$ 34,500
Expenses - General and administrative				
Supplies, postage, copier, phone, internet, insurance	\$ 39,103	\$ 43,500	\$ (4,397)	\$ 41,380
Subtotal	\$ 39,103	\$ 43,500	\$ (4,397)	\$ 41,380
Expenses - Finance charges				
Bank and other	\$ 4,474	\$ 4,250	\$ 224	\$ 5,050
Subtotal	\$ 4,474	\$ 4,250	\$ 224	\$ 5,050
Other Expenses				
Misc. Expense	\$ 565	\$ 1,300	\$ (735)	\$ 470
Cost of Fundraising Events	3,941	1,000	2,941	1,000
Subtotal	\$ 4,507	\$ 2,300	\$ 2,207	\$ 1,470
Expenses - Program groups				
JTW	\$ 1,540	\$ 1,000	\$ 540	\$ 1,500
Interweave		500	(500)	500
Stewardship		500	(500)	500
Young Adult Group		500		500
Belonging and Beyond	855	1,500	(645)	1,500
Mosaic Maker's Conference	1,099	3,000	(1,901)	3,000
New for 2015 Children and Family Ministry Program				1,000
General Program Supplies	1,924		1,924	100
Subtotal	\$ 5,418	\$ 7,000	\$ (1,082)	\$ 8,600
Expenses - Denominational support				
UUA	\$ 9,750	\$ 9,000	\$ 750	\$ 9,000
PCD	4,500	4,500	-	4,500
Partner church	550	1,500	(950)	
Subtotal	\$ 14,800	\$ 15,000	\$ (200)	\$ 13,500
Gain/Loss on Sale of Stock	\$ (331)			
Unrealized Gain/Loss Endowments	(3,030)			
New for 2015 Facilities Reserve				\$ 5,000
New for 2015 Operating Reserve				9,000
Subtotal	\$ (3,362)			\$ 14,000
TOTAL ALL EXPENSES	\$ 584,680	\$ 569,484	\$ 15,196	\$ 542,328
Surplus/(Deficit)	\$ (38,360)	\$ (5,739)	\$ (32,621)	\$ (748)

2014 ACTUALS TO BUDGET: PASS THROUGH BUDGET IN OPERATIONS

	2014 Actuals	2014 Budget	2014 Delta to Budget	2015 Budget
Part B: Pass Through Budget in Operations				
CFM Owl	\$ 1,773			
CFM Coming of Age	944			
CFM Vespers	364			
CFM Chalice Camp	917	\$ 5,500		
Retreat - Men's Retreat	254			
Retreat - Women's Retreat	635			
Retreat - All Community	1,063			
Retreat - Leadership	303			
Beloved Conversations	(1,350)			
Ordination Expense	1,456			
Minister Installation	1,937			
Ella Baker Center	1,026			
Sizzle Team	244			
Surplus/(Deficit) of Pass Through Items	\$ 9,566	\$ 5,500	\$ 4,066	
TOTAL ALL OPERATING Surplus/(Deficit)	\$ (28,794)	\$ (239)	\$ (28,555)	\$ (748)

2014 ACTUALS TO BUDGET: DESIGNATED ACCOUNTS

	2014 Actuals	2014 Budget	2014 Delta to Budget	2015 Budget
Part C: Designated Accounts				
Interest Income - Hamilton Hall Savings	50		50	
Hamilton Hall Capital Campaign Revenue	43,329	16,120	27,209	60,000
Hamilton Hall Mortgage Expense	(60,025)	(60,800)	775	(60,000)
Total	\$ (16,646)	\$ (44,680)	\$ 28,034	\$ -
Musicopia Revenue	1,360	250	1,110	
Faith in Action Program Fund	7,740		7,740	
Faith in Action Pledges to Support Community Ministry	50,022	56,315	(6,293)	45,000
Faith in Action Pledges Transferred to Operations	(29,617)	(47,100)	17,483	(45,000)
Total Faith in Action Congregant Pledges	\$ 28,145	\$ 9,215	\$ 18,930	\$ -
Mary Ann and Tom Haw Fund for Community Ministry	30,000		30,000	30,000
Mary Ann and Tom Haw Fund Transferred to Operations	(11,228)		(11,228)	(23,880)
Total Mary Ann and Tom Haw Fund for Community Ministry	\$ 18,772		\$ 18,772	\$ 6,120
Overall Surplus/Deficit (Total)	\$ 2,837	\$ (35,454)	\$ 38,291	\$ 5,372

APPENDIX

BOARD OF TRUSTEES NOMINATION GUIDELINE & PRINCIPLES[†]

The Nominating Committee commits to finding individuals who will bring their professional and/or personal skills and/or passions to our church community; these individuals will also:

- 1) Value and commit to serve in a religious community that is intentionally multi-cultural, multi-racial, multi-generational, and anti-oppressive.
- 2) Dedicate time and skills to serving for the spiritual and social transformation of our congregation, local community/neighborhoods, and society at large.
- 3) Help shape vision and drive commitment to fulfilling our church's Mission and Ends.
- 4) Commit to providing an intentionally affirming environment for and be responsive and accountable to people of differing cultures, sexual orientations, gender identities, economic classes, ages, abilities, theologies, and religious heritages.
- 5) Engage in, and support others in, the process of deconstructing power, privilege, and institutionalized oppression within, among, and beyond our congregation.

[†] Please note: the criteria for service on our Board was guided by the following church documents: Church Covenant, Church Mission, Church Ends Statements, Church Bylaws, Board of Trustees Policies, and Journey Towards Wholeness Team Mission Statement.

BOARD OF TRUSTEE'S PREFERRED SKILLS AND EXPERIENCE[‡]

TALENTS, EXPERIENCES, SPECIAL KNOWLEDGE OR ABILITIES

- Ability to be flexible and make difficult decisions that may not be personal preference but best for the church
- Ability to actively engage with members, including staffing tables, speaking at newcomer breakfast, making stewardship follow up calls
- Willingness to attend 2 ½ hour monthly Board Meetings, plus an additional 2-5 hours preparation for meeting
- Willingness to regularly communicate with congregation

SKILLS OF PARTICULAR IMPORTANCE TO SERVING ON THE BOARD

- Finance and Budget analysis
- Policy Governance
- Development
- Stewardship
- Non-profit leadership,
- Human Resources
- Conflict Resolution
- Public engagement and speaking

[‡] Excerpted from 2015 BoT Nomination Form